



## New Jersey Department of Environmental Protection Notice of Vacancy

Filling of this position is contingent upon further approval process

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**Title:** Government Representative 1

**Posting Number:** SRWMP-2022-17

**Open to:** General Public

**Workweek:** NL (35-hour) Workweek

**Salary:** (X98) \$101,000.00 — \$118,000.00

**Opening Date:** 03/17/2022

**Closing Date:** 03/31/2022

**Existing Vacancies:** One (1)

**Program/Location:** Department of Environmental Protection  
Site Remediation & Waste Management Program  
Assistant Commissioner's Office  
401 East State Street  
Trenton, NJ 08625

**Scope of Eligibility:** Open to applicants who meet the requirements below.

**Description:** Positions in this title typically, through experience, have developed a high level of skill in managerial and policy formation. They have a very high degree of independence, trustworthiness, and have an impact on the functioning of the Department. These positions are typically guided by policy at the Department level. The supervision received is executive and general in nature. Supervision given is typically general and guided by procedure.

**Specific to the Position:** Carry out all responsibilities of the Licensed Site Remediation Professionals (LSRP) Board, including administration of the licensing program and oversight of the performance of LSRPs. Major duties include investigating complaints and imposing discipline on LSRPs, administering the contract for the licensing examination, establishing and collecting fees. Support Board Chairperson, and manage Board staff, Board members, and seven standing committees.

Positions at this level devise improvement plans for the operation of the unit; approve the work of others; establish policy on the provision of services; direct the administration of programs; promote the development of agency services; determine staffing needs; direct or coordinate activities and programs between or within agencies; evaluate the administration, objectives, efficiency, and effectiveness of programs and services; plan implementation of projects or programs.

**Preferred Skill Set:** Ability to handle day to day operations while recognizing issues that need management input, manage multiple projects, understand statute and rules, identify and facilitate resolution of issues among different points of view, and communicate technical information in a manner that can be understood by the public.

# Requirements

**Education:** Graduation from an accredited college or university with a Bachelor's degree.

**NOTE:** All U.S. degrees and transcripts must be from an accredited college or university. All foreign degrees and transcripts must be evaluated for accreditation by a recognized evaluation service by the closing date of this posting. Failure to provide documentation may result in ineligibility.

**License:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

**Residency:** All persons newly hired on or after September 1, 2011 have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act".

**Authorization to Work:** Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship and Immigration Services regulations. **Note:** The State of New Jersey does not provide sponsorship for citizenship to the United States.

**Note:** Interviews will be granted based on the cover letter, resume and credentials submitted in response to this notice. Applicants may be required to provide a copy of their transcripts at time of interview.

Per Executive Order 253, all State employees are required to be fully vaccinated or undergo weekly testing. Please do not submit proof of vaccination at this time; instructions will be provided if an offer of employment results from this NOV.

**Veteran's Preference:** To qualify for New Jersey Veteran's Preference/status, you must establish Veteran's Preference through the Department of Military and Veterans' Affairs. Please submit proof of your Veteran's Preference along with your resume as indicated below. For more information, please visit <https://nj.gov/military/veterans/services/civil-service/preference/>

**Submit Letter of Interest, Resume and e-mail address by 4:00 PM on the Closing Date to:**

Sarah Barrett

Site Remediation & Waste Management Program

E-mail Address: [SRWMP.Resumes@dep.nj.gov](mailto:SRWMP.Resumes@dep.nj.gov)

Please include the title and posting # of this Notice of Vacancy in the subject line of your e-mail.

**Posting Authorized By:**

Phiroza Stoneback, Manager

Division of Human Resources

**The New Jersey Department of Environmental Protection is an Equal Opportunity Employer and is committed to inclusive hiring and a diverse workforce. We strongly encourage people from all backgrounds to apply. Accommodations under ADA will be provided upon request.**